

Kalamazoo Community Engagement Liaison for Racial Equity Contract Position

Position Summary

The core component of this contractual position will be to coordinate engagement activities of Kalamazoo community partners to prevent multiple and duplicative engagements around fair housing. This position will require research as needed to recommend innovative solutions and recommendations for a racial equity framework in the City of Kalamazoo (City) and the preparation of written reports.

This position will receive direct supervision from the Fair Housing Center of Southwest Michigan (FHCSWM) with assistance from the Michigan Department of Civil Rights (MDCR) and the City and be housed in the FHCSWM offices located in Kalamazoo. Contract payment will be in the amount of \$35,000 and the contract period will end on February 15, 2019.

This position will connect, facilitate and organize efforts between the MDCR, City, FHCSWM, the Kalamazoo Community Foundation (KZCF) and Interfaith Strategy for Advocacy & Action in the Community (ISAAC) to further strengthen partner relationships and explore strategies to adopt a racial equity framework within a community and governmental partnership focusing on fair housing.

Job Duties

- Use quantitative and qualitative analysis to determine the housing experience of people of color in Kalamazoo
- Assist partners with aligning ongoing work through a visioning and goal setting process, integrating the Truth, Racial Healing and Transformation (TRHT) Kalamazoo process with other established input and goals
- Create a tool to be used by community partners for engagement around fair housing
- Support the completion of a community engagement plan to meet the needs of various partners specific to fair housing, such as focus groups and/or community listening sessions
- Coordinate and facilitate partner meetings and engagement events including but not limited to logistics and follow-up
- Attend relevant community events and meetings hosted by partners
- Provide progress reports along with documents in accordance with outlined deliverables
- Assist the City and MDCR in preparing final reports for the project and identify recommendations for next steps

Qualifications

- Working knowledge of racial equity issues
- Knowledge of the Kalamazoo community
- Experience working effectively with diverse communities and populations

- Experience with research, particularly with public policy and fair housing issues
- Willingness to learn and be adaptive to support a complex and evolving body of work
- Strong written and verbal communication skills, detail oriented
- Highly organized and able to troubleshoot and find solutions quickly
- Bachelor's Degree in a related field preferred

HOW TO APPLY

Submit a cover letter, one-page writing sample and resume with three professional references to gare@fhcswm.org

Deadline to submit: April 13, 2018 by 5:00 p.m. EST